

TO : The MCST Plan No.3481
 FoodXchange @ Admiralty

Date: _____

Dear Sir,

APPLICATION FOR
 (Please tick ☐)

- ☐ **SEASON PARKING (Payment is required) ***
☐ **REGISTRATION FOR STRATA PARKING (FOC)**
☐ **CHANGE OF VEHICLE IU NO. /TEMPORARY VEHICLE**

I (Name), _____ Unit No. # _____ (Tenant / Owner)

(Company Name) _____ Contact No. _____

We would like to register our vehicle(s) as listed below for parking access at FOODXCHANGE@ADMIRALTY

S/No.	(New) Vehicle No.	(New) IU No. (Ten digits No)	Type of vehicle (lorry/car/van)	Name	HP No.	Start & End date
1						
2						
3						

Vehicle(s) No. to be removed (1) _____ (2) _____ (3) _____

*The season parking will be charged for the **full calendar month**.

Fees: SGD\$110.00 inclusive of prevailing GST for car/van; **SGD\$140.00** inclusive of prevailing GST for lorry (non-heavy vehicle); **\$20.00** inclusive of prevailing GST for motorcycle. There is no prorated payment even though the renewal or registration is for less than a month. (By Law 4.9.6 Validity period should be aligned to complete at the end of a calendar month. Full rate will be charged even if the application is for less than a month's duration.)

- For the payment by cheque: please crossed the cheque and make payable to "MCST 3481".
- Via internet bank transfer: Bank Name **UOB**; Bank Account No.: **301-306-064-7**. PayNow UEN: **T09MC0091E**
- We will still accept cash, but you must ensure a receipt is issued by us.

Non-Auto Renew for vehicle season parking

- Please make payment to renew your vehicle season parking **at least 3 working days** before the end of the validity period.
- There will be no reminder for the season parking renewal, whatever through phone calls, messages, emails or notices.
- If your season parking is not renewed for the following month then any vehicular entry starting from the 1st day of new month will be chargeable as hourly parking. There will be no refund once the Exit gantry deduct from your IU cash card.
- There is no refund for any unused period in a month of a vehicle.

****All registration / renewal / change of the vehicle(s):** You need to submit this application form to inform us, the processing will take 1 - **2 working days**. For the Y plate vehicle, the vehicle LTA log card is required. Management Office operation hour: Monday to Friday 9am to 5pm, and Saturday 9am – 12pm, Off on Sun/PH.

I agree to assume all responsibility for any damage(s) caused by the above vehicles while they are in the Estate and also to abide by the By-Laws and all other additional rules and regulations as may be stipulated by the management from time to time.

Thank you for parking with us, we hope to serve you better!

Yours faithfully,

 Name Designation & Signature

 Company Stamp